

DRAFT
DEQ POLICY MEMORANDUM
PM05-X

PLAN REVIEW
FOR CITIES

STATEMENT OF PURPOSE

This policy establishes conditions under which Idaho Department of Environmental Quality (DEQ) will enter into a memorandum of understanding with qualifying cities to perform plan reviews and authorize construction without any prior review and approval by DEQ. The development of a memorandum of understanding (MOU) is for the purpose of allowing qualified cities to review more complex engineering designs associated with water and wastewater projects.

BACKGROUND

The Department has been negotiating memorandums of understanding (MOU) with cities to establish an advanced review opportunity as an extension of the piloted fast track engineering review process. DEQ has recognized that some cities have extensive engineering or public works departments and may benefit by performing additional plan reviews.

Experience tells us that certain cities are capable of preparing design plans and specifications for more complex systems; are staffed to include senior engineers that perform peer evaluations that include modifications to plans; and are able to conduct an independent plan review.

Complex systems considered for these additional plan reviews are: booster stations for drinking water supplies; and pump stations or lift stations and pressurized main lines for wastewater collection systems.

STATEMENT OF POLICY

Qualifications for Cities

Cities may make application to DEQ for consideration to develop an MOU with the city for complex engineering plan reviews associated with either drinking water or wastewater systems or both. Cities may request development of a MOU under one of two approaches:

Approach #1. Cities have senior professional engineers serving as review staff or;

Approach #2. Cities have a contract with the same engineering firm for over three years, and the firm employs senior professional engineers that are knowledgeable of the cities drinking water or wastewater master plans, and that have design and review experience in Idaho.

Senior professional engineering staff must have thorough knowledge, skills and abilities in the design, review, and construction of water and wastewater projects in Idaho. Senior professional engineering staff must have demonstrated experience in interpreting existing facility and design standards and accompanying guidelines. DEQ believes facilities reviewed by qualified cities with a current City-DEQ

MOU will likely produce no significant adverse impact on public health and the environment. Therefore, pursuant to Idaho Code section 39-118(3), DEQ has determined that such facilities reviewed by qualified cities with a current City-DEQ MOU may be constructed without prior review and approval by DEQ.

Development of a Memorandum of Understanding

DEQ after reviewing the city staffing charts, resumes and history may choose to develop with a city a MOU to perform plan reviews of complex drinking water or wastewater systems. Projects may be limited to drinking water or wastewater only dependent upon the city staff knowledge, skills, abilities and experience. Projects for drinking water systems may include booster stations, and well locations for public drinking water supplies. Projects for wastewater systems may include pressurized sewer mains, sewage lift stations, septic tank effluent pumping systems (STEP) and gravity sewer mains up to 48 inches in diameter.

MOU Conditions

City-DEQ MOUs for drinking water or wastewater complex system plan review will include the following terms and conditions:

1. The City-DEQ MOU for plans review shall be reviewed annually with the city.
2. Cities are required to submit record drawings to DEQ within 30 days of project completion.
3. MOU may be suspended at any time.

IMPLEMENTATION

This policy shall be effective immediately from the date of signature and is subject to change or rescission at the discretion of the Director.

DATED this _____ day of _____ 2005
TONI HARDESTY
DIRECTOR